



WaterWise Hotel Partner Guidelines

Incorporating water-efficient equipment and strategies can help **lower operating costs** and **enhance performance** while also conserving one of our most precious natural resources. Making water-efficient **improvements can serve as an effective marketing tool** to attract new guests and retain established ones.

The Green Assessment Survey conducted by the American Hotel & Lodging Association in 2008, found that **environmental benefits and building guest loyalty** were tied as the biggest motivators for implementing green practices at responding hotels.

Program Eligibility

WaterWise Hotel Partner applicants must:

- Be the owner or manager of a hotel, motel, or other such facility providing temporary lodging accommodations.
- Be a customer of Austin Water or an eligible water provider (see www.austintexas.gov/department/qualifying-water-providers).
- Have resolved any existing irrigation or water use violations prior to application.

Application Process

To become a WaterWise Hotel Partner, facilities must:

1. Complete and submit the 3C Business Challenge self-audit. Conservation staff will evaluate the provided information, recommend measures to reduce water use, and discuss eligibility for rebates for making water-efficient upgrades. (See www.austintexas.gov/department/3c-business-challenge-commit-calculate-conserve).

Note: Equipment to replace fixtures and rebates for installing rainwater harvesting systems or upgrading clothes washers may be available. Rebates of up to \$100,000 may also be available for installing qualifying commercial process upgrades (see www.WaterWiseAustin.org for more information). Pre-approval is required for most rebates and larger retrofit projects (over \$55,000) also require City Council approval.

2. Implement all WaterWise Hotel Partner Required Measures and a total of four points of selected Supplemental Measures (see "Program Requirements" on the next page).
3. Submit the WaterWise Hotel Partner application and any required documentation.
4. Complete a verification inspection of implemented measures by Austin Water. If this inspection is satisfactory, the property will be designated a Water Wise Hotel Partner and provided display signage recognizing the effort made to reduce water use. If a property does not qualify on the first visit, it will have one opportunity for re-inspection after making additional improvements.

Program Requirements

To qualify, participating facilities must implement all *Required Measures* and a total of four points of *Supplemental Measures*. If you have any question as to whether a measure you intend to implement will qualify, please contact Mark Jordan, Conservation Program Coordinator, at 974-3901 before purchasing or installing equipment. Free facility evaluations are available from Austin Water to assess current water use and suggest areas for improving efficiency. Austin Water may modify program requirements according to changes in program needs, city code, and available technologies.

Required Measures: All measures in this section must be implemented.

- Complete an irrigation compliance inspection (*for properties with automatic irrigation systems*) conducted by an Austin Water Authorized Irrigation Inspector no more than twelve months prior to applying for Partnership to ensure that the irrigation system complies with the Water Conservation Code and other applicable technical code requirements. (*Evaluation will be required by City Code for all commercial facilities over 1.0 acre as of January 1, 2013.*)
- Have an operational rain or soil moisture sensor installed on the irrigation system (*for properties with automatic irrigation systems*).
- Facilities built prior to October 1, 2010 must have toilets that flush at a rate of no more than 1.6 gallons per flush (gpf) and urinals that flush at a rate of no more than 1.0 gpf in guest rooms, public restrooms, and staff areas. (*City Code requires facilities built on or after October 1, 2010 to have toilets that use no more than 1.28 gpf and urinals that use no more than 0.5 gpf*)
- Use a preventative maintenance schedule for equipment that uses water, such as hot water heaters/boilers, dishwashers, ice machines, faucets, washing machines, toilets, and pipes, to find and repair leaks, clean, and adjust to maximize efficiency. *Submit copy of current schedule and current year inspection dates.*
- Offer towel and linen reuse programs in guest rooms and supply each room with informational signage to allow for guest participation. *Submit copies of guest room signage. (Required by City Code as of January 1, 2013)*
- Implement a year-round policy of only serving water by request in all hotel restaurants/dining areas. *Submit copy of SOP requiring this policy and/or copies of signage used to inform guests of policy. (City Code requirement as of August 27, 2012)*

Supplemental Measures: Select measures that total at least four points.

Policy & Education

- Staff orientation and training materials clearly state the facility's water-efficient policies and include procedures for staff implementation. *Submit copy of materials and explain how and when they are used. (1 point)*

Plumbing and Fixtures

- Retrofit guest rooms, public restrooms, and staff areas in facilities built prior to October 1, 2010, with WaterSense labeled tank-type toilets or flush valve toilets with non-adjustable valves that use an average of 1.28 gallon per flush and/or urinals that use no more than 0.5 gallon per flush. *Provide brand name and model information of toilets/urinals installed. (3 points)*
- Have WaterSense labeled low-flow or soap-up showerheads that use 2.0 gallons per minute or less installed in all guest rooms. *Free materials may be available from Austin Water (2 points)*

- Have faucet aerators using 1.0 gallons per minute or less installed in all guest rooms, staff restrooms, and public restrooms. *Free materials may be available from Austin Water* **(1 point)**

Facility Management

- Reduce cooling tower blowdown to a minimum of every five cycles in towers installed prior to January 1, 2008, by adjusting/maintaining cooling tower blowdown rate to total dissolved solids at manufacturer's recommended levels. (City Code requires this for new and replaced cooling towers installed on or after January 1, 2008) *Provide date of tower installation and copy of cooling tower schedule showing blowdown to be at minimum every five cycles.* **(2 points)**
- Reduce cooling tower blowdown to a minimum of every eight cycles in towers installed on or after January 1, 2008, by adjusting/maintaining cooling tower blowdown rate to total dissolved solids at manufacturer's recommended levels. *Provide date of tower installation and copy of cooling tower schedule showing blowdown to be at minimum every eight cycles.* **(1 point)**
- Use reclaimed water (treated wastewater provided by Austin Water) for cooling tower makeup water. **(2 points)**

Outdoor Conservation/Landscaping

- Install a rainwater harvesting system of at least 1,000 gallons in capacity and use the collected water for supplemental landscape irrigation. *Participate in the Rainwater Harvesting Rebate or submit copies of receipts for system purchase that shows storage capacity.* **(2 points)**
- Use plants that are native and/or adapted to Central Texas in at least 50 percent of landscaped areas and reduce irrigation in those areas. *Submit site plan showing landscaped areas and plant materials.* **(2 points)**
- Use at least two inches of mulching material in all landscape beds; adding another inch annually or as needed to maintain a constant two inch covering over soil. **(1 point)**
- Use reclaimed water (treated wastewater provided by Austin Water) for outdoor irrigation. **(3 points)**

Restaurant/Kitchen/Banquet Facilities

- Use Consortium for Energy Efficiency (CEE) Tier 3 rated air-cooled ice machine(s). *Provide manufacturer and model number.* **(2 points)**
- Use Energy Star labeled commercial dishwasher(s). *Provide manufacturer and model number.* **(1 point)**
- Use CEE Tier 1B rated connectionless (pressureless) food steamer(s). *Provide manufacturer and model number.* **(1 point)**
- Have pre-rinse spray valves using 1.28 gallons per minute or less on all dishwashing stations. **(1 point)**
- Use automatic or foot-controlled kitchen and bar faucets. **(2 points)**

Laundry Facilities

- Install a laundry water recycling system. *Participate in Commercial Process Rebate or submit information about system installed.* **(3 points)**
- Install an ozone laundry system. *Participate in Commercial Process Rebate or submit information about system installed.* **(3 points)**

- Use laundry machines with a maximum water usage of 2 gallons per pound of clothes. *Provide manufacturer and model information. (2 points)*
- Install high-efficiency coin-operated washing machines in guest areas. *Participate in WashWise Washer Rebate or submit receipts showing brand and model of installed machines. (2 points)*

Renewing the WaterWise Hotel Partnership

WaterWise Hotel Partner certificates are valid for three years from the date of issuance. To renew the Partnership, a property must:

- Have continued to implement all Required Measures and all Supplemental Measures used to qualify for Partnership unless Austin Water has approved the substitution of another Supplemental Measure.
- Have shown no unreasonable increase in water use during the three-year Partnership period or provided documentation for any necessary increase in water use as the result of expansion, greater occupancy, or other similar reason.
- Facilities greater than 1.0 acre in size must have submitted all required irrigation compliance inspection documentation to Austin Water. Facilities 1.0 acre in size or less must have completed an irrigation compliance inspection performed by Austin Water Irrigation Inspectors no more than six months prior to Partnership renewal. *(for properties with automatic irrigation systems)*
- Have had no more than two single-day water waste events (Official Warning and/or Citation) received within a calendar year.

Austin Water may modify program requirements according to changes in program needs, city code, and available technologies.

Withdrawal or Termination of WaterWise Hotel Partnership

Because the WaterWise Hotel Partnership is a voluntary program, it is the responsibility of designated facilities to meet and maintain program requirements. Facilities may choose to remove themselves from the program at any time if they are no longer able or willing to maintain program requirements. Facilities that are no longer designated as WaterWise Hotel Partners will be removed from the list of facilities maintained on Austin Water's website and may not use the WaterWise Hotel Partner logo or any other program affiliated materials. Additionally, if a WaterWise Hotel Partner facility fails to maintain program requirements or receives more than two single-day water waste events (Official Warning and/or Citation) in a calendar year, its Partnership will be terminated. During that time, the facility may not use the WaterWise Hotel logo or any other program materials and may no longer display the Partnership certificate. A property may reapply to become a WaterWise Hotel Partner one year after the date of the water waste event that resulted in termination.